



KING COUNTY
PROJECT/PROGRAM MANAGER III
DEPARTMENT OF NATURAL RESOURCES AND PARKS
WATER AND LAND RESOURCES DIVISION
Annual Salary Range: \$57,986.45 - \$73,501.17
Job Announcement No.: 03ES3251
OPEN: 7/14/03 CLOSE: 7/23/03

WHO MAY APPLY: This position is open to King County career service employees who are members of the Teamsters Local 117 Professional & Technical bargaining unit, King County career service employees, King County regular exempt employees, King County probationary employees who have attained career service status in a previous position and other employees on the King County payroll. First consideration will be given to career service employees who are members of Teamsters Local 117.

WHERE TO APPLY: Required forms and materials **must** be sent to: **Michelle Kobuki, Human Resources, 201 S. Jackson St., Suite 600, MS: KSC-NR-0600, Seattle, WA 98104.** Applications materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Contact (206) 205-8782 for application requests; or download from the Internet address at <http://www.metrokc.gov/ohrm;psd/howto.html>.

PLEASE NOTE: Applications not received at the location specified above may not be processed.

FORMS AND MATERIALS REQUIRED: A [King County application form](#), resume and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: 201 S. Jackson St., Suite 600, Downtown Seattle, surrounding communities, and various field locations including areas adjacent to aquatic features such as streams and rivers.

WORK SCHEDULE: This full time position is exempt from the Fair Labor Standards Act and is not overtime eligible. The workweek is normally 8am – 5pm, Monday through Friday.

PRIMARY JOB FUNCTIONS INCLUDE:

- Coordinating the implementation of capital improvement projects in the Green River watershed related to stream restoration, flood damage reduction, and water quality improvements. Includes prioritizing projects, working with landowners on property access and other issues, and preparing grant applications and other strategies for raising funds for project implementation. Also involves working with project manager, technical staff, and other project team members to ensure that project design and construction is consistent with broader stream basin and watershed goals and compatible with other projects and activities in the basins. Some projects may be complex and/or controversial, requiring facilitation of diverse groups of citizens and agency staff to achieve consensus on project approaches.
- Identifying, prioritizing and coordinating the implementation of property acquisitions, incentive approaches, and other preservation methods to protect aquatic habitat. Includes working with landowners to promote preservation and protection of important habitat areas, and preparing grant applications and pursuing other strategies for raising funds for project implementation.
- Managing Environmental Restoration Fund, a \$2.5 million multi-year source of funding for restoration and acquisition along the Green River.
- Overseeing removal of invasive species, planting of native species, and other management activities on County-owned ecological lands.

- Providing technical assistance to landowners and public agency staff related to aquatic habitat protection, restoration, and surface water management. Responding to citizen and agency concerns and questions related to watershed features and issues.
- Working with community members to develop a strong constituency for environmental and resource preservation efforts in the Green River watershed.
- Reviewing and providing technical comments on development, forest conversion, water supply, mitigation, and other land use and public utility projects affecting basin and stream conditions. Facilitating resolution of technical concerns related to these projects through working with permit agencies, project applicants, Division technical staff, and other interested parties.
- Coordinating volunteer events and programs with a focus on riparian restoration.
- Providing public education and outreach on watershed topics, especially related to the particular physical conditions of the Green River watershed.
- Assisting with watershed assessment efforts related to Endangered Species Act compliance and other DNRP initiatives.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in natural resources, ecology, or a related field, and five (5) years of progressively responsible analytical and/or project management work experience in natural resources, ecology, or a related field, OR any equivalent combination of comparable education and experience
- Minimum two (2) years experience in watershed stewardship and management, including stream and riparian restoration, capital improvement project coordination and management, and working with streamside landowners
- Minimum two (2) years working for or closely with local government agencies involved in water resources management
- Demonstrated knowledge of watershed, river, stream, and riparian area functions and characteristics
- Experience and demonstrated ability to deal tactfully, courteously, and effectively with diverse groups of individuals, including government officials, rural citizens and community groups, and organizational colleagues. Ability to facilitate practical solutions involving compromise
- Ability to exercise initiative and judgement while accomplishing assigned tasks with minimal supervision
- Experience and demonstrated ability to function independently but also work effectively in multidisciplinary team situations
- Ability to coordinate multiple projects and perform multiple tasks simultaneously
- Excellent verbal and written communication skills
- Proficiency in common Microsoft Office software, including Microsoft Word and Excel
- Must be able to perform and have experience relevant to all primary job functions

DESIRABLE QUALIFICATIONS:

- Master's degree and/or advanced technical skills in natural resources, aquatic ecology, or a related field
- Proficiency in Microsoft Access and ArcView
- Direct knowledge of and experience working within the Green River watershed

NECESSARY SPECIAL REQUIREMENTS:

- A valid Washington State Driver's License or the ability to travel throughout King County in a timely manner

UNION MEMBERSHIP:

- Positions in this classification are represented by Teamsters, Local 117 Professional & Technical. Union membership will be required within 30 days of employment